

# Stephenson Gracik & Co., P.C.

Certified Public Accountants & Consultants

Alan J Stephenson, CPA Gerald D Gracik Jr., CPA James J Gracik, CPA E. Thad Gray, CPA Donald W. Brannan, CPA Kyle E Troyer, CPA

Herman A Bertuleit, CPA

## CHARTER TOWNSHIP OF AUSABLE <u>IOSCO COUNTY, MICHIGAN</u>

AUDITORS' REPORT YEAR ENDED DECEMBER 31, 2007

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May 15, 2008

### Independent Auditors' Report

Members of the Township Board Charter Township of AuSable Iosco County, Michigan

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Charter Township of AuSable, losco County, Michigan, as of and for the year ended December 31, 2007, which collectively comprise the Charter Township of AuSable's basic financial statements as listed in the index. These financial statements are the responsibility of the Township's management. Our responsibility is to express opinions on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and the significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinions.

In our opinion, the financial statements referred to in the first paragraph present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Charter Township of AuSable, losco County, Michigan, as of December 31, 2007, and the respective changes in financial position, and cash flows, where applicable, thereof for the year then ended in conformity with accounting principles generally accepted in the United States of America.

In accordance with *Government Auditing Standards*, we have also issued our report dated May 15, 2008, on our consideration of the Charter Township of AuSable's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and important for assessing the results of our audit.

The management's discussion and analysis and budgetary comparison information are not a required part of the basic financial statements but are supplementary information required by accounting principles generally accepted in the United States of America. We have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the required supplementary information. However, we did not audit the information and express no opinion on it.

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Charter Township of AuSable's basic financial statements. The supplemental information for CAPMARK Finance is presented for the purpose of additional analysis and is not a required part of the basic financial statements. The supplemental information for CAPMARK Finance has not been subjected to the auditing procedures applied in the audit of the basic financial statements and, accordingly, we express no opinion on it.

Stephenson, Graish & Co., P.C.

Michigan's Sunrise Side . AuSable River Country



Where The Mighty AuSable River Meets The Great Lake Huron

# **Charter Township of AuSable**

311 Fifth Street AuSable, Michigan 48750

Office: (989) 739-9169 Water/Sewer (989) 739-1838 Fax (989) 739-0696 e-mail: ausable@alpena.cc.mi.us website: www.ausabletownship.net

### MANAGEMENT'S DISCUSSION AND ANALYSIS

The discussion and analysis of the Charter Township of AuSable's (the Township) financial performance provides an overview of the Township's financial activities for the year ended December 31, 2007. The intent of this discussion and analysis is to look at the Township's financial performance as a whole.

### **Financial Highlights**

### Financial Highlights

The Township's assets exceeded its liabilities by \$5,655,189. Business-type activities (Enterprise Funds) account for \$4,989,299 of this total.

The Township's total net assets increased by \$355,736.

The Township's governmental funds reported a combined ending fund balance of \$605,798 this year, an increase of \$187,667. The entire amount is available for spending (*unreserved fund balance*) on behalf of its citizens. The General Fund 2007 fiscal year end fund balance is \$427,882. This reflects an increase of \$37,206 over fiscal year 2006. The Fire Fund 2007 fiscal year end fund balance is \$41,761. This reflects an increase of \$14,306 over fiscal year 2006.

The Township's total bonded indebtedness was reduced by \$218,000. This includes a reduction adjustment of \$80,957 on Huron Shore Regional Utility Authority contracts as a result of a decrease in water useage in 2007. No new debt was issued.

### Overview of the Financial Statements

The financial statements are organized so the reader can understand the Township as a financial whole or as an entire operating entity. The statements also provide a detailed look at specific financial conditions.

The Township's basic financial statements are comprised of three components: The government-wide financial statements, fund financial statements, and notes to financial statements. The report also contains other supplementary information in addition to the basic financial statements.

### Government-Wide Financial Statements

The statement of net assets and the statement of activities display information about the Township as a whole. These statements include the financial activities of the primary government except for fiduciary funds. For the most part, the effect of interfund activity has been removed from the statements. The statements distinguish between those activities of the Township that are governmental in nature and those that are considered business-type activities. Governmental activities are normally supported by taxes and intergovernmental revenues while business-type activities rely to a significant extent on fees and charges for services.

The statement of net assets presents the financial condition of the governmental and business-type activities of the Township at year end. The statement of activities presents a comparison between direct expenses and program revenues for each program or function of the Township's governmental activities and business-type activities.

Direct expenses are those that are specifically associated with a service, program, or department and, therefore, clearly identifiable to a particular function.

Program revenues include charges paid by the recipient for the goods or services offered by the program and grants and contributions that are restricted to meeting the operational requirements of a particular program. Revenues that are not classified as program revenues are presented as general revenues of the Township with certain limited exceptions. The comparisons of direct expenses with program revenues identifies the extent to which each governmental program or business activity is self-financing or draws from the general revenues of the Township.

With this report, capital assets are listed for the Charter Township of AuSable. These assets are comprised of buildings and improvements, machinery and equipment, distribution and collection system infrastructure, and land owned by the Township. These assets total over \$4.3 million.

### **Fund Financial Statements**

The Township uses funds to maintain its financial records during the year. A fund is defined as a fiscal and accounting entity with a self-balancing set of accounts. There are three categories of funds: *Governmental, Proprietary and Fiduciary*.

### Governmental Funds:

Governmental funds are those through which most governmental functions of the Township are financed. Governmental fund reporting focuses on the sources, uses and balances of current financial resources. Expendable assets are assigned to the various governmental funds according to the purpose for which they may or must be used. Current liabilities are assigned to the fund from which they will be paid. The difference between governmental fund assets and liabilities is reported as fund balance. The following are the Township's major governmental funds:

- General Fund This fund accounts for all financial resources, except those required to be accounted for in another fund. Revenues are derived primarily from property taxes and state and federal distributions, grants and other intergovernmental revenue.
- Fire Fund This fund accounts for fire department activities. Revenues are derived from a dedicated fire millage tax.

### Proprietary Funds:

Proprietary fund reporting focuses on the determination of operating income, changes in net assets, financial position, and cash flows.

The Township's enterprise funds may be used to account for any activity for which a fee is charged to external users (citizens) for goods and services. The following are the Township's major enterprise funds:

- Sewer Fund This fund accounts for fees collected for sewer services provided by the Township.
- Water Fund This fund accounts for fees collected for water services provided by the Township.

### Fiduciary Funds:

Fiduciary fund reporting focuses on net assets and changes in net assets. The Township's agency funds account for assets held by the Township for political subdivisions in which the Township acts as the fiscal agent.

### **Notes to Financial Statements**

The notes provide additional information that is essential to a full understanding of the data provided on the Township *government-wide* and *fund* financial statements. The notes to financial statements are presented in Exhibit K of this report.

### **Government - Wide Financial Analysis**

### **Summary of Net Assets:**

The following summarizes the net assets of the Charter Township of AuSable at December 31, 2007:

### **Net Assets Summary**

		Governm ental Activities		Business - Type Activities		ember 31, 2007	<u>December 31, 2006</u>			
Current Assets	\$	1,237,729	\$	1,602,066	\$	2,839,795	\$	2,655,352		
Restricted Assets		0		137,365		137,365		132,353		
Noncurrent Assets		58,567		3,841,167		3,899,734		3,942,384		
<b>Total Assets</b>		1,296,296		5,580,598		6,876,894	_	6,730,089		
Current Liabilities		630,406		139,362		769,768		780,741		
Long-Term Liabilities		0		451,937		451,937		649,895		
Total Liabilities		630,406		591,299	_	1,221,705		1,430,636		
Net Assets										
Invested in Capital Asset	s,									
Net of Related Debt	ŕ	58,567		2,122,500		2,181,067		2,122,897		
Restricted		0		137,365		137,365		132,353		
Unrestricted		607,323		2,729,434		3,336,757		3,044,203		
<b>Total Net Assets</b>	\$	665,890	<u>\$</u>	4.989.299	\$	5,655,189	\$	5,299,453		

### **Summary of Changes in Net Assets:**

Following is an analysis of the changes in net assets for fiscal year 2007 with comparative totals for 2006.

Generally speaking, the Township's net assets represent the difference between assets and liabilities. Net assets invested in capital assets, net of related debt consists of capital assets, net of accumulated depreciation, reduced by the outstanding balances of any borrowings used for acquisition, construction, or improvement of those assets. The Charter Township of AuSable, through its governing body, i.e., township board, has taken a sensible approach vis-à-vis capital asset acquisition and amortization of the incurred debt. Net assets are reported as restricted when there are limitations imposed on their use either through the enabling legislation adopted by the Township or through external restrictions imposed by creditors, grantors or laws/regulations of other governments.

The Township Board has prudently set aside funds to offset potential personnel and/or administrative liabilities. It is the Township's policy to first apply restricted resources when an expense is incurred for purposes for which both restricted and unrestricted net assets are available.

	Governmental Activities	Business - Type Activities	December 31, 2007	December 31, 2006
Program Revenues:			<del></del>	<u> </u>
Charges for Services	\$ 40,375	\$ 577,418	\$ 617,793	\$ 597,246
Operating Grants and Contributions	146,119	0	146,119	8,384
<b>Total Program Revenues</b>	186,494	577,418	763,912	605,630
General Revenues:				
Property Taxes	541,385	0	541,385	526,774
State Revenue Sharing	159,825	0	159,825	162,331
Rent Income	50	35,000	35,050	35,010
Gain on Sale of Capital Assets	0	18,424	18,424	0
Investment Earnings and Miscellaneous	41,407	78,852	120,259	102,280
<b>Total General Revenues</b>	742,667	132,276	874,943	826,395
<b>Total Revenues</b>	929,161	709,694	1,638,855	1,432,025
Program Expenses:				
General Government	322,147	0	322,147	283,666
Public Safety	287,679	0	287,679	281,907
Public Works	45,743	0	45,743	94,183
Health and Welfare	17,947	0	17,947	0
Community and Economic				
Development	25,185	0	25,185	33,862
Recreation and Cultural	31,425	0	31,425	34,515
Sewer Services	0	129,333	129,333	128,055
Water Services	0	423,660	423,660	438,443
<b>Total Program Expenses</b>	730,126	552,993	1,283,119	1,294,631
Change in Net Assets	199,035	156,701	355,736	137,394
Beginning Net Assets	466,855	4,832,598	5,299,453	5,162,059
<b>Ending Net Assets</b>	\$ 665,890	<u>\$ 4,989,299</u>	\$ 5,655,189	\$ 5,299,453

### **Governmental Activities**

The Statement of Activities illustrates, by department, the expense incurred and revenue received.

Total governmental activities reveal revenues of \$155,354 from *Charges for Services and Operating Grants and Contributions*. The *Charges for Services* are fees for various licenses, and tax collection fees. *Operating Grants and Contributions* includes a contribution of assets to the Industrial Park Fund of \$139,913 from the AuSable-Oscoda Joint Industrial Park which was dissolved in March 2007. While revenue collected is minimal, operating expenses totaled \$730,126 for these same activities. The largest expenses were incurred by General Government Offices (\$322,147) and Public Safety (\$287,679).

### **Business - Type Activities**

Charter Township of AuSable's Business-Type activities are limited to the Sewer and Water Funds.

### Financial Analysis of Township Funds

As noted earlier in this report, the Township uses fund accounting to ensure and demonstrate compliance with finance-related statutory and legal requirements. A thorough review and examination of fund types will reveal the strengths and weaknesses of its daily operations.

#### **Governmental Funds**

Governmental funds are those through which most governmental functions of the Township are financed. Governmental fund reporting focuses on the sources, uses and balances of current financial resources. The difference between governmental fund assets and liabilities is reported as fund balance. The following are the Township's major governmental funds: 1) General fund – accounts for all financial resources, except those required to be accounted for in another fund. Revenues are derived primarily from property taxes and state and federal distributions, grants and other intergovernmental revenue; 2) Fire Fund – accounts for the receipt and expenditure of property taxes for fire department activities.

This year's Township audit shows three governmental funds. These funds are maintained by the Township as separate units in the general ledger.

### **Enterprise Funds**

The Township's enterprise funds provide the same type of information found in the government-wide financial statements. Commonly, the sewer and water departments comprise these funds. GASB 34 places such funds under the caption of *Propriety Funds* under the appropriate statements, i.e., *Statement of Net Assets, Statement of Cash Flows*, etc. More specific detail is seen in Exhibits G, H, and I.

### **Budgetary Highlights**

### **General Fund Budgetary Highlights**

The Township's budgets are prepared according to Michigan law. The most significant budgeted fund is the General Fund.

During the fiscal year ended December 31, 2007 the Township Board amended the budget to take into account events occurring during the year. These budget amendments fall into two categories:

- Changes made to reflect increases or decreases in anticipated expenditures
- Changes made to reflect increases or decreases in anticipated revenues

The General Fund actual revenue was \$683,554. That amount is above the original budget estimates of \$670,728 and below the final amended budget estimates of \$688,744. The variance between the actual revenues, the original budget and the final budget was mainly the result of changes in revenues from current property taxes, charges for services and interest.

The actual expenditures of the General Fund were \$646,348, which is above the original budget estimates of \$634,526 and below the final amended budget estimates of \$685,404. The variance between the actual expenditures, the original budget and the final budget was due to changes in spending in various areas.

The General Fund had total revenues of \$683,554, total expenditures of \$646,348 and an ending fund balance of \$427,882.

### **Capital Asset and Debt Administration**

#### **Capital Assets**

Capital assets are defined by the Township as assets with an initial individual cost of more than \$5,000 and an estimated useful life in excess of five years. Such assets are recorded at *historical cost* or *estimated historical cost* if purchased or constructed. Donated capital assets are recorded at estimated FMV (fair market value) at the date of donation.

The Township's infrastructure consists of water and sewer lines. Improvements are capitalized, i.e., depreciated. The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend an asset's life are not capitalized. Interest incurred during the construction of enterprise fund capital assets is also capitalized.

Capital Assets – Government al Activities beginning balance was \$97,787 with an ending balance of \$110,854. Governmental Activities Total Capital Assets – Net of Depreciation was \$58,567.

Capital Assets - Business Type Activities beginning balance was \$4,029,170 with an ending balance of \$4,166,311. Business-Type Activities Total Capital Assets – Net of Depreciation was \$2,308,410, the major increase was for a \$129,153 waterline extension to River Road in 2007. An expanded and detailed presentation may be seen in Note 7 of the audit, notes to financial statements.

### **Long-Term Debt**

At year's end, long-term debt (due in more than one year) amounted to \$451,937. Such debt includes *Contracts Payable and General Obligation Bonds Payable*.

### **Economic Factors and Next Year's Budget and Rates**

A comprehensive water rate analysis has been commissioned by the Township Board to ensure that Sewer and Water rates are optimized for today's market conditions. The study should be completed in mid 2008 and may affect revenues if it concludes that rates need to be adjusted.

Next year's Building Authority (Senior Citizen) millage will once again be levied at the voted rate of .1 mill. The collection of that levy was suspended in 2007 due to an incorrect millage calculation on the 2006 levy. That millage will resume on the winter 2008 levy.

The Township Board and management staff are working diligently to keep expenditures down and to maintain revenue levels that are within their control. Property taxes account for approximately two thirds of the Township's General Fund revenues.

Revenue sharing from the State of Michigan is the next largest revenue source for the Township and this source is beyond the control of the Township. As revenue estimates for the State continue to decline, the Township may receive less funds than are currently budgeted. The Township's General Fund realized a 9.5% increase in fund balance in 2007 and these funds will be used to cover any shortfall in revenues.

The most significant expense remains employee related costs. Following are contracted and professional services, insurance and utilities. The remaining portion of the budget is comprised of operating expenses such as supplies, services, maintenance, and capital improvements.

The Township Board and staff will continue to monitor revenues and expenditures and take appropriate action to account for changes in economic factors.

### **Requests for Information**

This financial report is designed to provide a general overview of the Township's finances for all those with an interest in the government's finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to the Charter Township of AuSable located at 311 Fifth Street, AuSable, Michigan 48750.

### STATEMENT OF NET ASSETS December 31, 2007

	Primary Government								
	Governmental Activities			siness-Type Activities		Total			
<u>Assets</u>									
Current assets:									
Cash and cash equivalents (Note 2)	\$	593,762	\$	720,933	\$	1,314,695			
Investments (Note 2)		0		716,222		716,222			
Receivables: Taxes		508,267		0		508,267			
Accounts, net		2,773		54,868		57,641			
Special assessments		2,770		64,012		64,012			
Due from local units		2,180		0 .,0		2,180			
Due from fiduciary funds (Note 4)		14,563		323		14,886			
Internal balances		(15,803)		15,803		0			
Inventory		131,987		29,905		161,892			
Total current assets		1,237,729		1,602,066	_	2,839,795			
Restricted assets:									
Cash and cash equivalents (Note 2)		0		137,365		137,365			
Noncurrent assets:									
Investment in Huron Shore Regional Utility Authority (Note 1)		0		1,532,757		1,532,757			
Capital assets, net (Note 7)		58,567		2,308,410		2,366,977			
Total noncurrent assets		58,567		3,841,167	_	3,899,734			
Total Assets		1,296,296	_	5,580,598		6,876,894			
<u>Liabilities</u>									
Accounts payable		23,302		13,650		36,952			
Due to fiduciary funds (Note 4)		2,541		32		2,573			
Accrued interest		0		7,500		7,500			
Deferred revenue  Long-term liabilities:		604,563		1,152		605,715			
Due within one year (Note 9)		0		117,028		117,028			
Due in more than one year (Note 9)		0		451,937		451,937			
Total Liabilities		630,406		591,299		1,221,705			
Net Assets									
Investment in capital assets, net of related debt Restricted for:		58,567		2,122,500		2,181,067			
Debt service (Note 1)		0		137,365		137,365			
Unrestricted		607,323		2,729,434		3,336,757			
Total Net Assets	\$	665,890	\$	4,989,299	\$	5,655,189			

### STATEMENT OF ACTIVITIES For the Year Ended December 31, 2007

								Net (Expense) Revenue and Changes in Net Assets				
				Prog	grar	m						
				Reve	_			Pri	maı	ry Governmer	nt	
					(	Operating						
			Ch	arges for	G	Frants and	Gov	vernmental	Bu	siness-Type		
Function/Program	_E	xpenses	_ 5	Services	<u>C</u>	<u>ontributions</u>		Activities		Activities		Total
Primary Government												
Governmental activities:												
General government	\$	322,147	\$	40,375	\$	0	\$	(281,772)	\$	0	\$	(281,772)
Public safety		287,679		0		3,118		(284,561)		0		(284,561)
Public works		45,743		0		2,309		(43,434)		0		(43,434)
Health and welfare		17,947		0		0		(17,947)		0		(17,947)
Community and economic development		25,185		0		139,913		114,728		0		114,728
Recreation and cultural		31,425		0	_	779		(30,646)	_	0		(30,646)
Total governmental activities	_	730,126		40,375	_	146,119	_	(543,632)	_	0	_	(543,632)
Business-type activities:												
Sewer services		129,333		99,169		0		0		(30,164)		(30,164)
Water services		423,660		478,249		0		0		54,589		54,589
Total business-type activities	_	552,993	_	577,418		0	_	0	_	24,425		24,425
Total primary government	\$ ^	1,283,119	\$	617,793	\$	146,119		(543,632)	_	24,425		(519,207)
General Revenues:												
Property taxes levied for:												
General operating								440,262		0		440,262
Public safety								101,123		0		101,123
State revenue sharing								159,825		0		159,825
Rent income								50		35,000		35,050
Interest and investment earnings								38,050		77,528		115,578
Gain on sale of capital assets								0		18,424		18,424
Other							_	3,357	_	1,324	_	4,681
Total general revenues							_	742,667	_	132,276	_	874,943
Change in net assets								199,035		156,701		355,736
Net assets - beginning of year								466,855	_	4,832,598		5,299,453
Net assets - end of year							\$	665,890	\$	4,989,299	\$ :	5,655,189

### BALANCE SHEET GOVERNMENTAL FUNDS December 31, 2007

ASSETS.	_	General	Fire Fund	_	Other Governmental Fund Industrial Park Fund	G —	Total overnmental Funds
<u>, 1002.10</u>							
Cash and cash equivalents (Note 2) Receivables:	\$	513,434	\$ 76,160	\$	4,168	\$	593,762
Taxes		400,845	107,422		0		508,267
Accounts, net		2,773	0		0		2,773
Due from local units		2,180	0		0		2,180
Due from other funds (Note 4)		14,645	37		0		14,682
Inventory	_	0	 0	_	131,987		131,987
Total Assets	\$	933,877	\$ 183,619	\$	136,155	\$	1,253,651
LIABILITIES AND FUND EQUITY							
Liabilities							
Accounts payable	\$	22,819	\$ 483	\$	0	\$	23,302
Due to other funds (Note 4)		3,329	15,134		0		18,463
Deferred revenue (Note 8)	_	479,847	 126,241	_	0		606,088
Total liabilities	_	505,995	 141,858	_	0		647,853
Fund Equity Fund balances: Unreserved: Undesignated reported in:							
General fund		427,882	0		0		427,882
Special revenue funds		0	41,761		136,155		177,916
Total fund equity		427,882	41,761		136,155		605,798
Total Liabilities and Fund Equity	\$	933,877	\$ 183,619	\$	136,155	\$	1,253,651

The accompanying notes to financial statements are an integral part of this statement.

# RECONCILIATION OF TOTAL GOVERNMENTAL FUND BALANCES TO NET ASSETS OF GOVERNMENTAL ACTIVITIES December 31, 2007

Total governmental fund balances		\$ 605,798
Amounts reported for governmental activities in the statement of net assets are different because:		
Capital assets used in governmental activities are not financial resources and, therefore, are not reported as assets in governmental funds. Capital assets at year end consist of:		
Capital asset cost Capital asset accumulated depreciation	\$ 110,854 (52,287)	
	_	58,567
Other assets not available to pay for current period expenditures and, therefore, are deferred in the governmental funds:		
Accounts receivable		 1,525
Total net assets - governmental activities		\$ 665,890

# STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCES GOVERNMENTAL FUNDS For the Year Ended December 31, 2007

	Fire General Fund			G —	Other covernmental Fund Industrial Park Fund	Go	Total vernmental Funds
Revenue						_	
Current property taxes	\$ 471,402	\$	101,123	\$	0	\$	572,525
Licenses and permits	3,913		0		0		3,913
State grants and revenue	165,252		0		0		165,252
Contributions from local units	779		0		139,913		140,692
Fines and forfeits	40		0		0		40
Charges for services	3,757		0		0		3,757
Interest and rentals	35,054		2,920		126		38,100
Other revenue	 3,357	_	0	_	0		3,357
Total revenue	 683,554	_	104,043		140,039		927,636
Expenditures Current:							
General government	321,466		0		0		321,466
Public safety	197,942		89,737		0		287,679
Public works	45,743		0		0		45,743
Health and welfare	17,947		0		0		17,947
Community and economic development	21,301		0		3,884		25,185
Recreation and cultural	28,882		0		0		28,882
Capital outlay	13,067		0		0		13,067
Total expenditures	646,348		89,737		3,884		739,969
Excess of revenue over expenditures	37,206		14,306		136,155		187,667
Fund balances - beginning of year	390,676	_	27,455	_	0		418,131
Fund balances - end of year	\$ 427,882	\$	41,761	\$	136,155	\$	605,798

The accompanying notes to financial statements are an integral part of this statement.

# RECONCILIATION OF THE STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES For the Year Ended December 31, 2007

Total net change in fund balances - governmental funds		\$ 187,667
Amounts reported for governmental activities in the statement of activities are different because:		
Receivables not currently available are reported as revenue when collected or when currently available in the fund financial statements but are recognized as revenue when earned in the government-wide financial statements:  Accounts receivable		1,525
Governmental funds report capital outlays as expenditures. However, in the statement of activities, the cost of those assets is allocated over their estimated useful lives as depreciation expense.  Capital assets reported as capital outlays in the governmental funds  Current year depreciation expense  Net difference	\$ 13,067 (3,224)	9,843_
		\$ 199,035
Current year depreciation expense	\$	\$ 

### STATEMENT OF NET ASSETS PROPRIETARY FUNDS December 31, 2007

	Enterpri	se Funds	
		Funds	
	Sewer Fund	Water Fund	Total
Assets			
Current assets:			
Cash and cash equivalents (Note 2)	\$ 426,295	\$ 294,638	\$ 720,933
Investments (Note 2)	369,068	347,154	716,222
Receivables:	0.440	45.755	<b>5</b> 4.000
Accounts, net	9,113	45,755	54,868
Special assessments	0 46.376	64,012	64,012
Due from other funds (Note 4)	46,376 0	21,208	67,584
Inventory		29,905	29,905
Total current assets	850,852	802,672	1,653,524
Restricted assets:			
Cash and cash equivalents (Note 2)	17,888	119,477	137,365
Noncurrent assets:			
Investment in Huron Shore Regional Utility Authority (Note 1)	0	1,532,757	1,532,757
Capital assets, net (Note 7)	921,049	1,387,361	2,308,410
Total noncurrent assets	921,049	2,920,118	3,841,167
Total Assets	1,789,789	3,842,267	5,632,056
Liabilities			
Current liabilities:			
Accounts payable	3,668	9,982	13,650
Due to other funds (Note 4)	5,031	46,459	51,490
Accrued interest	0	7,500	7,500
Deferred revenue	576	576	1,152
Contracts payable, current (Note 9)	0	95,028	95,028
General obligation bonds payable, current (Note 9)	0	22,000	22,000
Total current liabilities	9,275	181,545	190,820
Noncurrent liabilities:			
Contracts payable (Note 9)	0	291,937	291,937
General obligation bonds payable (Note 9)	0	160,000	160,000
Total noncurrent liabilities	0	451,937	451,937
Total Liabilities	9,275	633,482	642,757
Net Assets	004.040	1 204 454	2 422 500
Investment in capital assets, net of related debt Restricted for:	921,049	1,201,451	2,122,500
Debt service (Note 1)	17,888	119,477	137,365
Unrestricted	841,577	1,887,857	2,729,434
Total Net Assets	\$ 1,780,514	\$ 3,208,785	\$ 4,989,299

The accompanying notes to financial statements are an integral part of this statement.

# STATEMENT OF REVENUE, EXPENSES AND CHANGES IN NET ASSETS PROPRIETARY FUNDS

For the Year Ended December 31, 2007

		Major	Funds	S		
		ewer und		Water Fund		Total
Operating Revenue						
Charges for services	\$	99,169	\$	478,249	\$	577,418
Hydrant rental		0		35,000		35,000
Miscellaneous		279		1,045		1,324
Total operating revenue		99,448		514,294	_	613,742
Operating Expenses						
Salaries		13,270		56,049		69,319
Payroll taxes and employee benefits		5,666		25,234		30,900
Office and operating supplies		6,737		17,129		23,866
Water and sewer		58,892		36,691		95,583
Contractual services		4,479		174,873		179,352
Vehicle expense		1,070		4,495		5,565
Travel		3		192		195
Depreciation		39,216		69,461		108,677
Total operating expenses		129,333		384,124		513,457
Operating income (loss)		(29,885)		130,170		100,285
Non-operating Revenue (Expenses)						
Interest on special assessments and connections		0		5,658		5,658
Interest income		36,770		35,100		71,870
Gain on sale of capital assets		0		18,424		18,424
Interest expense and paying agent fees		0		(39,536)		(39,536)
Total non-operating revenue (expenses)		36,770		19,646		56,416
Change in net assets		6,885		149,816		156,701
Net assets - beginning of year		1,773,629		3,058,969		4,832,598
Net assets - end of year	\$	1,780,514	\$	3,208,785	\$	4,989,299

### STATEMENT OF CASH FLOWS PROPRIETARY FUNDS For the Year Ended December 31, 2007

		nds			
		Major	Funds	3	
		Sewer Fund		Water Fund	Total
Cash Flows From Operating Activities					
Receipts from customers	\$	100,413	\$	513,051	\$ 613,464
Payments to Suppliers for Goods and Services		(72,015)		(263,444)	(335,459)
Payments to Employees for Services		(18,936)		(81,583)	(100,519)
Net cash provided by operating activities		9,462		168,024	 177,486
Cash Flows From Noncapital Financing Activities					
Cash received from (paid to) other funds		(39,664)		62,318	 22,654
Cash Flows From Capital and Related Financing Activities					
Cash received for special assessments		0		11,076	11,076
Interest received on special assessments and connections		0		5,658	5,658
Proceeds from sales of capital assets		0		18,424	18,424
Acquisition and construction of capital assets		(1,622)		(135,519)	(137,141)
Principal paid on long-term debt		0		(137,043)	(137,043)
Interest paid on long-term debt		0		(41,193)	(41,193)
Net cash used by capital and related financing activities		(1,622)		(278,597)	(280,219)
Cash Flows From Investing Activities					
Interest on investments		17,702		19,908	37,610
Proceeds from maturity of investment securities		369,068			369,068
Purchase of investment securities		•		0	
		(369,068)		0	 (369,068)
Net cash provided by investing activities		17,702		19,908	 37,610
Net decrease in cash and cash equivalents		(14,122)		(28,347)	(42,469)
Cash and cash equivalents at beginning of year (Note 1)		458,305		442,462	 900,767
Cash and cash equivalents at end of year (Note 1)	\$	444,183	\$	414,115	\$ 858,298
Noncash Capital and Related Financing Activities  The Water Fund recorded noncash activity in the form of a decrease in contracts Regional Utility Authority of \$80,957. This was the result of a decrease in AuSabl percentage in the current year's joint venture membership gallon usage calculation	e Towns				
Reconciliation of operating income (loss) to net cash provided by operating activities					
Operating income (loss)  Adjustments to reconcile operating income (loss) to net cash provided by operating activities:	\$	(29,885)	\$	130,170	\$ 100,285
Depreciation expense Change in assets and liabilities:		39,216		69,461	108,677
Accounts receivable, net		389		(1,819)	(1,430)
Inventory		0		(4,908)	(4,908)
Accounts payable		(834)		8,859	8,025
Accounts payable Accrued liabilities				•	
		0		(300)	(300)
Due to local units Deferred revenue		0 576		(34,015) 576	 (34,015) 1,152
Net cash provided by operating activities	\$	9,462	\$	168,024	\$ 177,486

The accompanying notes to financial statements are an integral part of this statement.

# STATEMENT OF FIDUCIARY ASSETS AND LIABILITIES FIDUCIARY FUNDS December 31, 2007

	 Tax Account		Trust and Agency		Payroll Fund	Total
<u>ASSETS</u>						
Cash and cash equivalents (Note 2)  Due from others	\$ 596,552 0	\$	1,676 0	\$	478 203	\$ 598,706 203
Due from state	0		0		96	96
Due from federal government	0		0		193	193
Due from local units	2,874		0		0	2,874
Due from other funds (Note 4)	 2,541	_	0	_	32	 2,573
Total Assets	\$ 601,967	\$	1,676	\$	1,002	\$ 604,645
<u>LIABILITIES</u>						
Due to others	\$ 25	\$	1,670	\$	0	\$ 1,695
Due to other funds (Note 4)	13,878		6		1,002	14,886
Deferred revenue	 588,064	_	0	_	0	 588,064
Total Liabilities	\$ 601,967	\$	1,676	\$	1,002	\$ 604,645

### NOTES TO FINANCIAL STATEMENTS For the Year Ended December 31, 2007

### NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The accounting policies of the Charter Township of AuSable have been prepared in accordance with accounting principles generally accepted (GAAP) in the United States of America as applied to governmental units. Private-sector standards of accounting issued after November 30, 1989, are generally followed in both the government-wide and enterprise fund financial statements to the extent that those standards do not conflict with the standards of the Governmental Accounting Standards Board. The following is a summary of the significant accounting policies.

### A. Reporting Entity

The Charter Township of AuSable was organized in 1985 under the Charter Township Act of 1947. The Charter Township operates under an elected Board and provides services to its residents in many areas including law enforcement, fire protection, library, and water and sewer services. All activities over which the Township exercises oversight responsibility have been included in the reporting entity. Oversight responsibility is determined by factors such as financial interdependency, selection of governing authority, designation of management, ability to significantly influence operations, and accountability for fiscal matters of the entity.

### B. Joint Ventures

The Township has entered into several joint ventures with various municipalities described as follows:

1. Oscoda-AuSable Township Senior Center Building Authority:

The Building Authority was established to provide for the acquisition and construction of certain public buildings, parking lots or structures, recreational facilities and the necessary sites therefore. Complete financial statements can be obtained from the AuSable Township Clerk's office.

### 2. AuSable-Oscoda Joint Industrial Park:

The Joint Industrial Park, a joint venture between the Charter Townships of AuSable and Oscoda, was dissolved as of March 19, 2007. The available cash balance was shared equally by the two Townships and the ownership of the Industrial Park properties was transferred to the Charter Township of AuSable. The Township established a new Special Revenue Fund to account for all activity in the Industrial Park from March 19, 2007 forward. Based upon the agreement upon dissolution the Charter Township of Oscoda will receive an equal share of the proceeds on any future sales of any lots that existed at the date of dissolution based upon a land value distribution schedule approved in the resolution for dissolution.

### 3. Huron Shore Regional Utility Authority:

The Huron Shore Regional Utility Authority was established as a joint venture between the Charter Township of AuSable, City of East Tawas, City of Tawas City, Charter Township of Oscoda, Township of Alabaster, Township of Baldwin, all municipalities in losco County, and the Township of Greenbush in Alcona County. The Authority was established to acquire, own, improve, enlarge, extend and operate water supply and distribution systems and sewage disposal systems. The initial contract amount plus any adjustment for the Charter Township of AuSable's share of the contracts is recorded as Investment in Huron Shore Regional Utility Authority in the Water Fund of the Township because title to the water and sewer systems belong to the Authority.

### NOTES TO FINANCIAL STATEMENTS For the Year Ended December 31, 2007

### NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

### B. <u>Joint Ventures</u> (Continued)

### 3. Huron Shore Regional Utility Authority: (Continued)

The construction was originally funded with the proceeds of the losco County Limited Tax General Obligation Bonds dated March 1, 1991. The most current estimate of the Township's share is 14.39% of the total bond issue of \$7,930,000 or \$1,141,127. Each entity's percentage of payback will be based on actual gallon usage to be adjusted on an annual basis. The assets of the joint water supply system are the property of the Huron Shore Regional Utility Authority and, therefore, are not presented in these financial statements. The members of this joint venture have pledged their full faith and credit for the payment and are obligated to make such payments from their water funds, including advalorem taxes, if necessary. Currently, the Charter Township of AuSable is making payments through charges for services.

In 1995, the Township entered into a joint water and sewer system agreement for the purpose of constructing additions, extensions, improvements and related appurtenances to the Huron Shore Regional Utility Authority Water and Sewer System No. 1, with the City of Tawas City, Charter Township of Oscoda and the Township of Baldwin. The most current estimate of the Township's share is 17.34% of the total bond issue of \$1,300,000 or \$225,420. Each entity's percentage of payback will be based on actual gallon usage to be adjusted on an annual basis. The assets of the joint water supply system are the property of the Huron Shore Regional Utility Authority and, therefore, are not presented in these financial statements. The members of this joint venture have pledged their full faith and credit for the payment and are obligated to make such payments from their water funds, including ad-valorem taxes, if necessary. Currently, the Charter Township of AuSable is making payments through charges for services.

Each municipality makes an annual operation and maintenance contribution based on their proportionate share of the adopted annual budget. The Charter Township of AuSable's contribution for the year ended December 31, 2007 was \$133,023. The current value of the Charter Township of AuSable's investment in the Huron Shore Regional Utility Authority is \$1,532,757. Complete financial statements can be obtained from the Huron Shore Regional Utility Authority's office.

### 4. Oscoda-Wurtsmith Airport Authority:

The Oscoda-Wurtsmith Airport Authority functions as a jointly governed organization between the County of Iosco, County of Alcona, Charter Township of Oscoda, Charter Township of AuSable and the Township of Greenbush. The Airport Authority was established to provide for planning, promoting, acquiring, constructing, improving, enlarging, extending, owning, maintaining and operating the landing, navigational and building facilities necessary thereto, at the former Wurtsmith Air Force Base, for the purpose of providing a Community Airport. The Charter Township of AuSable has no financial obligation to the Airport Authority. Complete financial statements can be obtained from the Airport Authority Manager's office at 3961 East Airport Drive, Oscoda, Michigan 48750.

### NOTES TO FINANCIAL STATEMENTS For the Year Ended December 31, 2007

### NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

### C. Basis of Presentation

The Township's basic financial statements consist of government-wide financial statements, including a statement of net assets and a statement of activities, and fund financial statements which provide a more detailed level of financial information.

#### **Government-Wide Financial Statements**

The statement of net assets and the statement of activities display information about the Township as a whole. These statements include the financial activities of the primary government except for fiduciary funds. For the most part, the effect of interfund activity has been removed from the statements. The statements distinguish between those activities of the Township that are governmental in nature and those that are considered business-type activities. Governmental activities are normally supported by taxes and intergovernmental revenues while business-type activities rely to a significant extent on fees and charges for support.

The statement of net assets presents the financial condition of the governmental and business-type activities of the Township at year end. The statement of activities presents a comparison between direct expenses and program revenues for each program or function of the Township's governmental activities and business-type activities. Direct expenses are those that are specifically associated with a service, program, or department and, therefore, clearly identifiable to a particular function. Program revenues include charges paid by the recipient of the goods or services offered by the program and grants and contributions that are restricted to meeting the operational or capital requirements of a particular program. Revenues that are not classified as program revenues are presented as general revenues of the Township, with certain limited exceptions. The comparison of direct expenses with program revenues identifies the extent to which each governmental program or business activity is self-financing or draws from the general revenues of the Township.

### **Fund Financial Statements**

During the year, the Township segregates transactions related to certain Township functions or activities in separate funds in order to aid financial management and to demonstrate legal compliance. Fund financial statements are designed to present financial information of the Township at this more detailed level. The focus of governmental and proprietary fund financial statements is on major funds. Each major fund is presented in a separate column. Nonmajor funds are aggregated and presented in a single column. Fiduciary funds are reported by type, and are excluded from the government-wide financial statements.

### D. Fund Accounting

The Township uses funds to maintain its financial records during the year. A fund is defined as a fiscal and accounting entity with a self balancing set of accounts. There are three categories of funds: governmental, proprietary and fiduciary.

### NOTES TO FINANCIAL STATEMENTS For the Year Ended December 31, 2007

### NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

### D. Fund Accounting (Continued)

### **Governmental Funds**

Governmental funds are those through which most governmental functions of the Township are financed. Governmental fund reporting focuses on the sources, uses and balances of current financial resources. Expendable assets are assigned to the various governmental funds according to the purpose for which they may or must be used. Current liabilities are assigned to the fund from which they will be paid. The difference between governmental fund assets and liabilities is reported as fund balance. The following are the Township's major governmental funds:

General Fund – This fund is used to account for all financial transactions not accounted for in another fund, including the general operating expenditures of the local unit. Revenues are derived primarily from property taxes and state and federal distributions, grants and other intergovernmental revenue.

Fire Fund – This fund accounts for the receipt and expenditure of property taxes for fire department activities.

The other governmental fund of the Township accounts for costs associated with improvement of lots and operating expenditures of the Industrial Park, and the sale of available remaining lots.

### **Propriet ary Funds**

Proprietary fund reporting focuses on the determination of operating income, changes in net assets, financial position, and cash flows.

The Township's enterprise funds may be used to account for any activity for which a fee is charged to external users for goods or services. The following are the Township's major enterprise funds:

Sewer Fund - This fund accounts for fees collected for sewer services provided by the Township.

Water Fund - This fund accounts for fees collected for water services provided by the Township.

### **Fiduciary Funds**

Fiduciary fund reporting focuses on net assets and changes in net assets. These funds are used to account for assets held by the Township for political subdivisions in which the Township acts as a fiscal agent for others. The Township uses these funds to account for current tax collections, deposits held for water affidavits, and processing payroll.

### E. Measurement Focus

### **Government-Wide Financial Statements**

The government-wide financial statements are prepared using a flow of economic resources measurement focus.

All assets and liabilities associated with the operations of the Township are included on the statement of net assets.

### NOTES TO FINANCIAL STATEMENTS For the Year Ended December 31, 2007

### NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

### E. Measurement Focus (Continued)

### **Fund Financial Statements**

All governmental funds are accounted for using a flow of current financial resources measurement focus. With this measurement focus, only current assets and current liabilities are generally included on the balance sheet. The statement of revenue, expenditures, and changes in fund balance reflects the sources (i.e., revenues and other financial sources) and uses (i.e., expenditures and other financial uses) of current financial resources. This approach differs from the manner in which the governmental activities of the government-wide financial statements are prepared. Governmental fund financial statements, therefore, include a reconciliation with brief explanations to better identify the relationship between the government-wide statements and the fund financial statements for government al funds.

Like the government-wide financial statements, the enterprise funds are accounted for using a flow of economic resources measurement focus. All assets and liabilities associated with the operation of these funds are included on the statement of net assets. The statement of changes in revenue, expenses, and changes in fund net assets presents increases (i.e., revenues) and decreases (i.e., expenses) in total net assets. The statement of cash flows reflects how the Township finances and meets the cash flow needs of its enterprise activities.

#### F. Basis of Accounting

Basis of accounting determines when transactions are recorded in the financial records and reported on the financial statements. Government-wide, proprietary and fiduciary fund financial statements are prepared using the accrual basis of accounting. Governmental funds use the modified accrual basis of accounting. Differences in the accrual and modified accrual basis of accounting arise in the recognition of revenue, the recording of deferred revenue, and in the presentation of expenses versus expenditures.

### Revenues – Exchange and Non-exchange Transactions

Revenues resulting from exchange transactions, in which each party gives and receives essentially equal value, is recorded on the accrual basis when the exchange takes place. On the modified accrual basis, revenues are recorded in the fiscal year in which the resources are measurable and available. Available, means that the resources will be collected within the current fiscal year or are expected to be collected soon enough thereafter to be used to pay liabilities of the current fiscal year. For the Township, available means expected to be received within 60 days of the fiscal year-end.

Nonexchange transactions, in which the Township receives value without directly giving equal value in return, include property taxes, grants, entitlements and donations. On the accrual basis, revenue from property taxes is recognized in the fiscal year for which the taxes are levied. Revenue from grants, entitlements and donations is recognized in the fiscal year in which all eligibility requirements have been satisfied. Eligibility requirements include timing requirements, which specify the year when the resources are required to be used or the fiscal year when use is first permitted, matching requirements, in which the Township must provide local resources to be used for a specified purpose, and expenditure requirements, in which the resources are provided to the Township on a reimbur sement basis. On the modified accrual basis, revenues from nonexchange transactions must also be available before they can be recognized.

### NOTES TO FINANCIAL STATEMENTS For the Year Ended December 31, 2007

### NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

### F. Basis of Accounting (Continued)

Under the modified accrual basis, the following revenue sources are considered both measurable and available at year end: charges for services, fines and forfeitures, state-levied locally shared taxes (including sales tax), grants, interest, and rent.

#### **Deferred Revenues**

Deferred revenues arise when assets are recognized before the revenue recognition criteria have been satisfied.

Property taxes for which there was an enforceable legal claim at December 31, 2007, but were levied to finance 2008 operations, have been recorded as deferred revenue. Grants and entitlements received before the eligibility requirements were met have also been recorded as deferred revenue.

On governmental fund financial statements, receivables that were not collected within the available period are recorded as deferred revenue.

### **Expenses/Expenditures**

On the accrual basis, expenses are recognized at the time they are incurred.

The measurement focus of governmental fund accounting is on decreases in net financial resources (expenditures) rather than expenses. Expenditures are generally recognized in the accounting period in which the related fund liability is incurred, if measurable. Allocations of cost, such as depreciation and amortization, are not recognized in governmental funds.

### G. Budgets and Budgetary Accounting

The Township normally follows these procedures in establishing the budgetary data reflected in the financial statements.

- 1. The Township Superintendent submits to the Township Board a proposed operating budget which includes proposed expenditures and the means of financing them.
- 2. A public hearing is conducted to obtain taxpayer comments.
- 3. Prior to January 1, the budget is legally enacted through passage of a resolution.

All budget appropriations lapse at year end. Budgetary amounts reported herein are as originally adopted, or as amended by the Township Board. The Township adopts budgets for the General Fund and Special Revenue Funds.

The budgets of the Township are prepared on the same basis of accounting as the financial statement presentation. The budgets were adopted at the functional level.

The legal level of control is at the functional level for the General Fund and the Special Revenue Funds.

Revisions that alter the total expenditures of any fund or total department expenditures must be approved by the Township Board. The financial statements include budgetary amounts as amended.

### NOTES TO FINANCIAL STATEMENTS For the Year Ended December 31, 2007

### NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

### H. Cash and Cash Equivalents

For presentation on the financial statements, investments in cash management pools and investments with an original maturity of three months or less at the time they are purchased by the Township are considered to be cash equivalents. Investments with an initial maturity of more than three months are reported as investments.

Investments are reported at fair value, except for repurchase agreements and certificates of deposit which are reported at cost. Fair value is based on quoted market prices. Mutual funds are reported at current share price.

#### I. Receivables

Receivables at December 31, 2007, consist of accounts (fees), taxes and special assessments. All receivables are net of estimated uncollectible accounts. Receivables are recognized to the extent the amounts are determined material and substantiated, not only by supporting documentation but also by a reasonable systematic method of determining their existence, completeness, valuation, and collectability.

The allowance for doubtful accounts at December 31, 2007 was \$0.

### J. Interfund Receivables and Payables

On the fund financial statements, receivables and payables resulting from short-term interfund loans or interfund services provided and used are classified as "due from/to other funds". Interfund balances within governmental activities and within business-type activities are eliminated on the government-wide statement of net assets. The interfund balances which remain on the government-wide statement of net assets are those between governmental and business-type activities. These amounts are reflected as "Internal Balances". Balances due from/to fiduciary funds are also reported on the government-wide statement of net assets.

### K. Inventories

Inventories are recorded at cost in the governmental activities and the lower of cost and market in the business-type activities with cost determined on a first-in, first-out basis. All purchases for materials are reflected in expenses when paid in the other funds. The inventory in the governmental activities represents costs and improvements of lots held for resale in the Industrial Park Fund.

### L. Capital Assets

General capital assets are capital assets which are associated with and generally arise from governmental activities. They generally result from expenditures in governmental funds. General capital assets are reported in the governmental activities column of the government-wide statement of net assets, but are not reported in the fund financial statements. Capital assets used by the enterprise funds are reported in both the business-type activities column of the government-wide statement of net assets and in the respective funds.

Capital assets are defined by the government as assets with an initial individual cost of more than \$5,000 and an estimated useful life in excess of five years. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated fair market value at the date of donation.

### NOTES TO FINANCIAL STATEMENTS For the Year Ended December 31, 2007

### NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

### L. Capital Assets (Continued)

The Township's infrastructure consists of water and sewer lines. Improvements are capitalized and depreciated over the remaining useful lives of the related capital assets. The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend an asset's life are not capitalized. Interest incurred during the construction of enterprise fund capital assets is also capitalized.

Property, plant and equipment are depreciated using the straight-line method over the following useful lives:

Buildings and Improvements 25 - 50 years
Land Improvements 11 - 20 years
Machinery and Equipment 5 - 10 years
Infrastructure /Utility Systems 20 - 50 years

### M. Accrued Liabilities and Long-Term Obligations

All payables, accrued liabilities and long-term obligations are reported in the government-wide financial statements. All payables, accrued liabilities, and long-term obligations payable from the enterprise funds are reported on the enterprise fund statement. In general, payables and accrued liabilities that will be paid from the governmental funds are reported as a liability in the fund financial statements at the time they are incurred, to the extent that they will be paid from current, expendable, financial resources. However, bonds and other long-term obligations, compensated absences, claims and judgments, contractually required pension contributions and special termination benefits that are paid from governmental funds are recognized as liabilities in the fund financial statements only to the extent that they are due for payment during the current year.

### N. Net Assets

Net assets represent the difference between assets and liabilities. Net assets invested in capital assets, net of related debt consists of capital assets, net of accumulated depreciation, reduced by the outstanding balances of any borrowings used for the acquisition, construction or improvement of those assets. Net assets are reported as restricted when there are limitations imposed on their use either through the enabling legislation adopted by the Township or through external restrictions imposed by creditors, grantors or laws or regulations of other governments. The Township's policy is to first apply restricted resources when an expense is incurred for purposes for which both restricted and unrestricted net assets are available.

#### O. Restricted Assets

Restricted assets are those assets required to meet the covenants and conditions of bond indentures.

### P. Restricted Net Assets

Restricted net assets represent amounts in the water and sewer funds required for maturing interest and principal on bonds and replacement and improvement funds as established by Ordinance No. 22 and cash held by the Oscoda-AuSable Utility Authority for additional sewer construction.

### NOTES TO FINANCIAL STATEMENTS For the Year Ended December 31, 2007

### NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

### Q. Operating Revenues and Expenses

Operating revenues are those revenues that are generated directly from the primary activity of the enterprise fund. For the Township, these revenues are charges for services for water and sewer usage. Operating expenses are the necessary costs incurred to provide the service that is the primary activity of the fund. Revenues and expenses not meeting these definitions are reported as nonoperating.

### R. Extraordinary and Special Items

Extraordinary items are transactions or events that are both unusual in nature and infrequent in occurrence. Special items are transactions or events that are within the control of the Board and that are either unusual in nature or infrequent in occurrence. Neither type of transaction occurred during the current year.

### S. Use of Estimates

The process of preparing financial statements in conformity with generally accepted accounting principles requires the use of estimates and assumptions regarding certain types of assets, liabilities, revenues and expenses. Such estimates primarily relate to unsettled transactions and events as of the date of the financial statements. Accordingly, upon settlement, actual results may differ from estimated amounts.

### NOTE 2 - DEPOSITS AND INVESTMENTS

At year-end, the Township's deposits and investments were reported in the basic financial statements in the following categories:

	Governmental Activities		Business-Type Activities		Fiduciary <u>Funds</u>		Total Primary Government	
Current Assets	Φ.	500 700	Φ	700 000	Φ	500 700	Φ	4 040 404
Cash and Cash Equivalents	\$	593,762	\$	720,933	\$	598,706	\$	1,913,401
Investments		0		716,222		0	_	716,222
Total Current Assets		593,762		1,437,155		598,706		2,629,623
Restricted Assets								
Cash and Cash Equivalents	_	0	_	137,365	_	0	_	137,365
	\$	593,762	<u>\$</u>	1,574,520	\$	598,706	<u>\$</u>	2,766,988

The breakdown between deposits and investments is as follows:

	<u>_G</u>	Primary overnment
Bank Deposits (checking and savings accounts and certificates of deposit) Petty Cash and Cash on Hand	\$	2,766,520 468
Total	\$	2,766,988

### NOTES TO FINANCIAL STATEMENTS For the Year Ended December 31, 2007

### NOTE 2 - DEPOSITS AND INVESTMENTS (CONTINUED)

### Interest Rate Risk

In accordance with its investment policy, the Township will minimize interest rate risk, which is the risk that the market value of securities in the portfolio will fall due to changes in market interest rates, by; structuring the investment portfolio so that securities mature to meet cash requirements for ongoing operations, thereby avoiding the need to sell securities in the open market; and investing operating funds primarily in shorter-term securities, money market mutual funds, or similar investment pools and limiting the average maturity in accordance with the Township's known cash requirements.

### Custodial Credit Risk - Deposits

In the case of deposits, this is the risk that in the event of a bank failure, the Township's deposits may not be returned to it. As of December 31, 2007, \$2,540,335 of the Township's bank balance of \$2,883,906 was exposed to custodial credit risk because it was uninsured and uncollateralized.

### Concentration of Credit Risk

The Township will minimize concentration of credit risk, which is the risk of loss attributed to the magnitude of the Township's investment in a single issuer, by diversifying the investment portfolio so that the impact of potential losses from any one type of security or issuer will be minimized.

### Foreign Currency Risk

The Township's investment policy does not address foreign currency risk.

#### Investments:

The Township Board has adopted an investment policy in accordance with Act 196, PA 1997 which authorizes the Township to deposit and invest in the following:

- Accounts of federally insured banks, credit unions and savings and loan associations.
- \* Bonds and other direct obligations of the United States or an agency or instrumentality of the United States.
- \* United States government or federal agency obligation repurchase agreements.
- Banker's acceptances of United States banks.
- \* Commercial paper rated within the two highest classifications by not less than two standard rating services which mature not more than 270 days after the date of purchase. Not more than 50% of any fund may be invested in commercial paper at any time.
- \* Mutual funds registered under the Investment Company Act of 1940, Title I of Chapter 686, 54 Stat. 789 15 U.S.C. 80a-1 to 80a-3 and 80a-4 to 80a-64 with the authority to purchase only investment vehicles that are legal for direct investment by a public corporation.

Michigan law requires that public funds may not be deposited in financial institutions that do not maintain an office in Michigan. The Township's deposits and investments are in accordance with statutory authority.

### NOTES TO FINANCIAL STATEMENTS For the Year Ended December 31, 2007

### NOTE 3 - PROPERTY TAXES

Property taxes become an enforceable lien on property as of December 1. Taxes are levied on December 1, and are payable by February 28. Township taxes levied December 1 are considered revenue for the subsequent year; therefore, taxes receivable in the governmental funds have been offset by deferred revenue. Real and personal property for the December 1, 2007 levy had a taxable value of \$96,912,620 and equalized at \$126,680,050, representing 50% of estimated current market value. The 2007 operating tax rates are currently 4.5903 mills for operating and 1.3000 mills for fire protection.

### NOTE 4 - RECEIVABLES AND PAYABLES WITHIN THE REPORTING ENTITY

The amounts of interfund receivables and payables as of December 31, 2007 were as follows:

Fund	Interfund <u>Receivable</u>	Interfund Payable			
Major Governmental Funds: General Fund Fire Fund Total Major Governmental Funds	\$ 14,645 37 14,682	\$ 3,329 15,134 18,463			
Major Enterprise Funds: Sewer Fund Water Fund Total Major Enterprise Funds	46,376 21,208 67,584	5,031 46,459 51,490			
Fiduciary Funds	<u>2,573</u>	14,886			
	\$ 84.839	\$ 84.839			

The amounts of interfund receivables and payables for the primary government as of December 31, 2007 were as follows:

Fund	Inter <u>Recei</u>		<u>Fund</u>		terfund ayable
General Fund	\$	6	Trust and Agency Fund	\$	6
General Fund	1	3,841	Tax Account Fund		13,841
General Fund		14	Fire Fund		14
General Fund		22	Sewer Fund		22
General Fund		83	Water Fund		83
General Fund		679	Payroll Fund		679
Fire Fund		37	Tax Account Fund		37
Sewer Fund	4	16,376	Water Fund		46,376
Water Fund		4,977	Sewer Fund		4,977
Water Fund		323	Payroll Fund		323
Water Fund		1,313	General Fund		1,313
Water Fund	1	4,595	Fire Fund		14,595
Tax Account Fund		2,016	General Fund		2,016
Tax Account Fund		525	Fire Fund		525
Payroll Fund		32	Sewer Fund		32
Totals	<u>\$ 8</u>	3 <u>4,839</u> - 28 -		<u>\$</u>	84,839

### NOTES TO FINANCIAL STATEMENTS For the Year Ended December 31, 2007

### NOTE 5 - PENSION

The Township has adopted a defined contribution pension plan covering all full-time employees. The plan is administered through Met Life Insurance Company.

A defined contribution pension plan provides pension benefits in return for services rendered, provides an individual account for each participant, and specifies how contributions to the individual's account are to be determined instead of specifying the amount of benefits the individual is to receive. Under a defined contribution pension plan, the benefits a participant will receive depend solely on the amount contributed to the participant's account, the returns earned on investments of those contributions, and forfeitures of other participants' benefits that may be allocated to such participant's account. Eligibility to become a participant is limited to those employees who, on the effective date or on any anniversary date, are at least age 18 but not more than age 75.

Contributions made by the Township vest immediately.

The Township's contribution is based on annual compensation and seven different classes.

During the year, the Township's required and actual contributions amounted to \$11,500.

No Pension provision changes occurred during the year that affected the required contributions to be made by the Township.

### NOTE 6 - UNEMPLOYMENT COMPENSATION

The Township is subject to the Michigan Employment Security Act and has elected the reimbursement method of financing. Under this method, the Township must reimburse the Employment Agency for all benefits charged against the Township. All liabilities incurred have been accrued in the financial statements as of December 31, 2007.

### NOTE 7 - CAPITAL ASSETS

Capital asset activity of the primary government for the current year was as follows:

Government al Activities	Beginning <u>Balance</u>		<u>Incı</u>	reases_	<u>Decreases</u>		Ending Balance	
Capital Assets Being Depreciated: Land Improvement Buildings and Improvements Machinery and Equipment Subtotal	\$	7,722 84,065 6,000 97,787	\$	0 0 13,067 13,067	\$	0 0 0	\$	7,722 84,065 19,067 110,854
Less Accumulated Depreciation for: Land Improvement Buildings and Improvements Machinery and Equipment Subtotal	_	0 43,063 6,000 49,063		772 1,353 1,099 3,224		0 0 0 0		772 44,416 7,099 52,287
Governmental Activities Total Capital Assets - Net of Depreciation	<u>\$</u>	48,724	<u>\$</u>	9,843	\$	0	<u>\$</u>	<u>58,567</u>

### NOTES TO FINANCIAL STATEMENTS For the Year Ended December 31, 2007

### NOTE 7 - CAPITAL ASSETS (CONTINUED)

Business-Type Activities	Beginning Balance	Increases	Decreases	Ending Balance	
Capital Assets Not Being Depreciated: Land	\$ 8,274	<u>\$</u> 0	<u>\$</u> 0	\$ 8,274	
Capital Assets Being Depreciated: Land Improvement Buildings Plant and Equipment: Distribution and Collection Systems	5,460 33,664 3,974,462	0 0 129,153	0 0	5,460 33,664 4,103,615	
Machinery, Equipment and Signs Subtotal	7,310 4,020,896	7,988 137,141	0	15,298 4,158,037	
Less Accumulated Depreciation for: Land Improvement Buildings Plant and Equipment: Distribution and Collection Systems Machinery, Equipment and Signs Subtotal	2,609 4,881 1,737,664 4,070 1,749,224	364 673 106,471 1,169 108,677	0 0 0 0 0	2,973 5,554 1,844,135 5,239 1,857,901	
Net Capital Assets Being Depreciated	2,271,672	28,464	0	2,300,136	
Business-Type Activities Total Capital Assets - Net of Depreciation	\$ 2,279,946	<u>\$ 28,464</u>	<u>\$</u> 0	<u>\$ 2,308,410</u>	

Depreciation expense was charged to programs of the primary government as follows:

Governmental Activities: General government Recreation and cultural	\$	681 2,543
Total Government Activities	<u>\$</u>	3,224
Business - Type Activities : Sewer Water	\$	39,216 69,461
Total Business-Type Activities	<u>\$</u>	108,677

### NOTES TO FINANCIAL STATEMENTS For the Year Ended December 31, 2007

### NOTE 8 - DEFERRED REVENUE

Governmental funds report deferred revenue in connection with receivables for revenue that are not considered to be available to liquidate liabilities of the current period. Governmental funds also defer revenue recognition in connection with resources that have been received but not yet earned. At the end of the current fiscal year, the various components of deferred revenue are as follows:

	<u>Unava</u>	<u>ilable</u>	<u>Ur</u>	<u>nearned</u>	Total		
Real and Personal Property Taxes Accounts Receivable Grants Receivable	\$	0 1,525 <u>0</u>	\$	593,538 0 11,025	\$	593,538 1,525 11,025	
	<u>\$</u>	<u>1,525</u>	<u>\$</u>	604,563	<u>\$</u>	606,088	

### NOTE 9 - LONG-TERM DEBT

At December 31, long-term debt consists of the following individual issues:

Business-Type

### Primary government:

#### A. Contracts Payable:

Joint water supply system agreement with the City of East Tawas, the City of Tawas City, the Charter Township of Oscoda, and the Township of Baldwin through the Huron Shore Regional Utility Authority, dated May 1, 1996, due in annual installments through November 1, 2010, bearing interest at the rates of 4% to 5.65% to finance the cost of constructing a new water supply system. The construction was originally funded with the proceeds of the losco County Limited Tax General Obligation Bonds dated March 1,1991. The most current estimate of the Township's share is 14.39% of the total bond issue of \$7,930,000 or \$1,141,127.

243,910

Joint water supply system agreement with the City of Tawas City, the Charter Township of Oscoda, and the Township of Baldwin to finance the cost of constructing additions, extensions, improvements and related appurtenances to the Water and Sewer System No. 1 of the Huron Shores Regional Utility Authority, dated November 1, 1995, due in annual installments through May 1, 2015, bearing interest at the rates of 4.4% to 5.625%. The construction was originally funded with the proceeds of the Limited Tax General Obligation Bonds dated November 5,1995. The most current estimate of the Township's share is 17.34% of the total bond issue of \$1,300,000 or \$225,420.

143,055 386,965

### NOTES TO FINANCIAL STATEMENTS For the Year Ended December 31, 2007

### NOTE 9 - LONG-TERM DEBT (CONTINUED)

### B. General Obligation Bonds Payable:

\$875,000 Limited Tax General Obligation Water Supply System bonds, dated September 26, 1975 used for the purpose of constructing additions to the Township of AuSable water system. The bonds bear interest at 5% and are due in annual installments through 2015.

\$ 160,000

\$70,000 Limited Tax General Obligation Water Supply System bonds, dated April 26, 1978 used for the purpose of constructing additions to the Township of AuSable water system. The bonds bear interest at 5% and are due in annual installments through 2017.

22,000 182,000

### **Total Primary Government**

\$ 568.965

### C. Changes in Long Term Liabilities

	_	alance lary 1, 2007		Issues of Additions	yments or enditures	_	alance oer 31, 2007	_	Oue Within One Year
Business - Type Activities									
Primary Government: Contracts payable General obligation bonds	\$	584,965 202,000	\$	0 0	\$ 198,000 20,000	\$	386,965 182,000	\$	95,028 22,000
Total primary government	\$	786,965	<u>\$</u>	0	\$ 218,000	\$	568,965	\$	117,028

The interest expenditures on long-term obligations for the year were \$39,277.

The annual aggregate maturities for all debt outstanding as of December 31, 2007 are as follows:

### **Contracts Payable**

		Business-Type Activities								
	<u>Pr</u>	<u>Principal</u>		<u>Interest</u>		Total				
2008	\$	95,028	\$	21,185	\$	116,213				
2009	•	94,309	*	16,003	•	110,312				
2010		97,923		10,993		108,916				
2011		17,340		5,120		22,460				
2012		17,340		4,146		21,486				
2013 - 2015		65,025		5,487		70,512				
	\$	386.965	\$	62.934	\$	449.899				

### NOTES TO FINANCIAL STATEMENTS For the Year Ended December 31, 2007

### NOTE 9 - LONG-TERM DEBT (CONTINUED)

### **General Obligation Bonds**

<u> </u>	Business - Type Activities									
	<u>Principal</u>		<u>In</u>	terest		Total				
2008	\$	22,000	\$	8,550	\$	30,550				
2009 2010		22,000 22,000		7,450 6,350		29,450 28,350				
2011		22,000		5,250		27,250				
2012 2013 - 2017		22,000 72,000		4,150 <u>6,150</u>		26,150 78,150				
	<u>\$</u>	182,000	\$	37,900	<u>\$</u>	219,900				

### NOTE 10 - EXCESS OF EXPENDITURES OVER APPROPRIATIONS IN BUDGETARY FUNDS

P.A. 621 of 1978, Section 18(1), as amended, provides that a local unit shall not incur expenditures in excess of the amount appropriated.

In the body of the financial statements, the Township's actual expenditures and budgeted expenditures for the budgetary funds have been shown on a functional basis. The approved budgets of the Township for these budgetary funds were adopted to the functional level.

During the year ended December 31, 2007, the Township incurred expenditures in the General Fund which were in excess of the amounts appropriated as follows:

Fund/Function	Total <u>Appropriations</u>		Amount of Expenditures		Budget <u>Variance</u>	
General Fund: Public Works: Street lighting	\$	43,000	\$	43,063	\$	63
Health and Welfare: Agency on Aging		0		17,947		17,947

### NOTE 11 - RESTRICTED ASSETS AND RESERVES

The Township is required under Ordinance #22 of the losco County Water Supply System Bonds to maintain certain restricted assets in the Water Fund. The ordinance provides that a "Contract Payment Fund" (restricted cash account) be established with quarterly deposits in amounts as shall be necessary to pay the contractual obligations when due. At December 31, 2007, the Township had a balance of \$102,520.

### NOTES TO FINANCIAL STATEMENTS For the Year Ended December 31, 2007

### NOTE 11 - RESTRICTED ASSETS AND RESERVES (CONTINUED)

Township Ordinance #22 also required that a "General Purpose Account" (restricted cash account) be established for repairing or replacing any damage to the system which may be caused by an unforeseen catastrophe, for making extensions or improvements to the system or, when necessary, for the purpose of making payments of the contractual obligations if the amount in the "Contract Payment Fund" is not sufficient to meet such payments. The balance of said account need not exceed the sum of \$25,000. At December 31, 2007, the Township had a balance of \$16,957.

### NOTE 12 - RISK MANAGEMENT

The Township is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees and natural disasters. The Township continues to carry commercial insurance for risks of loss, including employee health and accident insurance. Settled claims for the commercial insurance have not exceeded the amount of insurance coverage in any of the past three years.

### NOTE 13 - DEFERRED COMPENSATION PLAN

The Township offers all its employees a deferred compensation plan created in accordance with the Internal Revenue Code (IRC), Section 457. The assets of the plan are held in trust, in a custodial account as described in IRC Section 457(g) for the exclusive benefit of the participants and their beneficiaries. The custodian thereof for the exclusive benefit of the participants holds the custodial account for the beneficiaries of this Section 457 plan, and the assets may not be diverted to any other use. The administrators are agents of the Township for the purposes of providing direction to the custodian of the custodial account from time to time for the investment of the funds held in the account, transfer of assets to or from the account, and all other matters. In accordance with the provisions of GASB Statement No. 32, plan balances and activities are not reflected in the Township's financial statements.



## CHARTER TOWNSHIP OF AUSABLE losco County, Michigan

# STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCES - BUDGET AND ACTUAL GENERAL FUND

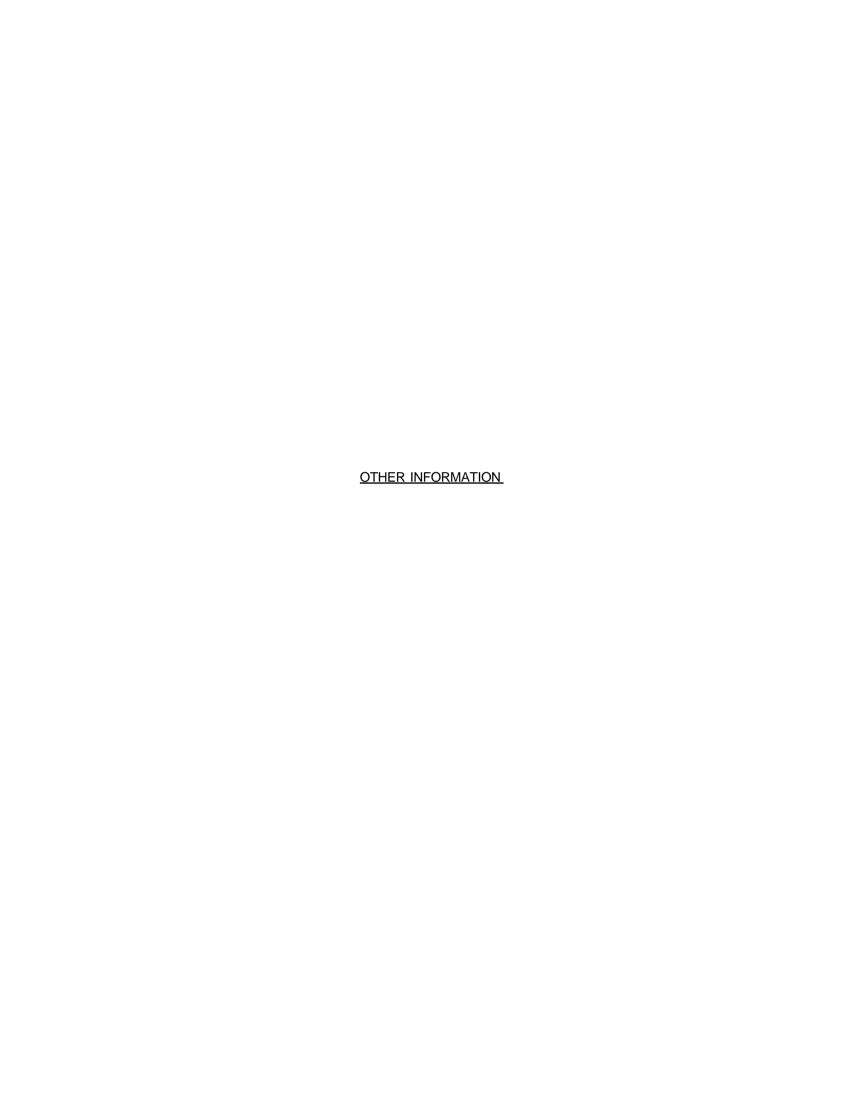
#### For the Year Ended December 31, 2007

	 Original Budget	Final Amended Budget		Actual	Fa	ariance - avorable favorable)
Revenue						
Current property taxes	\$ 459,888	\$ 477,9	04	\$ 471,402	\$	(6,502)
Licenses and permits	4,180	4,1	80	3,913		(267)
State grants and revenue	170,220	170,2	20	165,252		(4,968)
Contributions from local units	0		0	779		779
Fines and forfeits	0		0	40		40
Charges for services	11,590	11,5	90	3,757		(7,833)
Interest and rentals	22,050	22,0	50	35,054		13,004
Other revenue	 2,800	2,8	00	3,357		557
Total revenue	670,728	688,7	44	683,554		(5,190)
Expenditures Current:						
General government	22 570	44.0	00	40.054		400
Township board	33,578	41,2		40,854		428
Supervisor	4,046	4,0		3,276		805
Superintendent	60,710	61,3		59,901		1,470
Elections	1,414	1,5		1,501		23
Assessor	46,460	46,5		44,602		1,963
Legal and audit	32,809	37,4		33,714		3,775
Clerk	36,253	57,5		52,652		4,910
Board of review	1,617	1,6		1,304		365
Treasurer	31,886	39,8		39,005		832
Buildings and grounds	30,173	31,3		27,842		3,504
Cemetery	16,815	16,8	15	16,815		0
Public safety	407.040	407.0	40	407.040		0
Police department	197,942	197,9	42	197,942		0
Public works						
Highways, streets and bridges	20,000	20,0		2,680		17,320
Street lighting	41,000	43,0	00	43,063		(63)
Health and welfare	_		_			
Agency on Aging	0		0	17,947		(17,947)
Community and economic development						
Planning commission	24,162	24,5		12,948		11,646
Economic development	6,225	8,5	71	8,353		218
Recreation and cultural						_
Library	2,563	2,5		2,563		0
Recreation and parks	23,377	33,6		26,319		7,328
Capital outlay	 23,496	15,5	<u>46</u>	 13,067		2,479
Total expenditures	 634,526	685,4	<u>04</u>	 646,348		39,056
Excess of revenue over expenditures	36,202	3,3	40	37,206		33,866
Fund balances - beginning of year	 390,676	390,6	<u>76</u>	 390,676		0
Fund balances - end of year	\$ 426,878	\$ 394,0	16	\$ 427,882	\$	33,866

## CHARTER TOWNSHIP OF AUSABLE losco County, Michigan

# STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCES - BUDGET AND ACTUAL FIRE FUND - SPECIAL REVENUE FUND For the Year Ended December 31, 2007

		Original Budget	Final Amended Budget		Actual		Variance - Favorable (Unfavorable)	
Revenue Current property taxes Interest Total revenue	\$	101,120 4,000 105,120	\$	101,120 4,000 105,120	\$	101,123 2,920 104,043	\$	3 (1,080) (1,077)
Expenditures Current: Public safety	_	91,412		91,412		89,737		1,675
Excess of revenue over expenditures		13,708		13,708		14,306		598
Fund balances - beginning of year	_	27,455		27,455		27,455		0
Fund balances - end of year	\$	41,163	\$	41,163	\$	41,761	\$	598



## CHARTER TOWNSHIP OF AUSABLE losco County, Michigan

#### WATER FUND SUPPLEMENTAL INFORMATION FOR CAPMARK FINANCE For the Year Ended December 31, 2007

- 1. Our audit was conducted in accordance with auditing standards generally accepted in the United States of America.
- 2. An evaluation of the system of internal control is included in the financial statements. Refer to the enclosed report on internal control over financial reporting and the management letter to Board members for unsatisfactory conditions that were noted during the audit and for our recommendations for improvement.
- 3. The Township's physical control of the assets is satisfactory.
- 4. The Charter Township of AuSable has complied with the loan agreement, including the maintenance of cash reserves.
- 5. The financial reports included in this audit are in agreement with the accounting records of the Township and no major or unusual adjustments were necessary.
- 6. Deposits of the Water Fund are in financial institutions insured by the federal government.
- 7. The Charter Township of AuSable is exempt from federal income tax.
- 8. An aging of accounts receivable as of December 31, 2007 is as follows:

Days	 Amount			
0 - 30 31 - 90	\$ 34,632 11,123			
Total	\$ 45,755			

9. The types of insurance coverage pertaining to the Water Fund as of December 31, 2007 are as follows:

Type of Coverage	Policy Number	Amount of Coverage	Policy Expiration Date		
Property	MTP-221774	\$ 1,102,341	9/29/08		
Liability	MTP-221774	4,000,000	9/29/08		
Wrongful Acts	MTP-221774	3,000,000	9/29/08		
Automobile	MTP-221774	2,000,000	9/29/08		
Crime	MTP-221774	10,000	9/29/08		
Inland marine	MTP-221774	85,000	9/29/08		
Boiler	MTP-221774	250,000	9/29/08		
EDP	MTP-221774	12,000	9/29/08		
Workers compensation	WCV 0005609 05	600,000	10/01/08		



## Stephenson Gracik & Co., P.C.

Certified Public Accountants & Consultants

Alan J Stephenson, CPA Gerald D Gracik Jr., CPA James J Gracik, CPA E. Thad Gray, CPA Donald W. Brannan, CPA Kyle E Troyer, CPA

Herman A Bertuleit, CPA

May 15, 2008

REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

Members of the Township Board Charter Township of AuSable Iosco County, Michigan

We have audited the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Charter Township of AuSable as of and for the year ended December 31, 2007, which collectively comprise the Charter Township of AuSable's basic financial statements and have issued our report thereon dated May 15, 2008. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

#### Internal Control Over Financial Reporting

In planning and performing our audit, we considered the Charter Township of AuSable's internal control over financial reporting as a basis for designing our auditing procedures for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Charter Township of AuSable's internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of the Charter Township of AuSable's internal control over financial reporting.

Our consideration of internal control over financial reporting was for the limited purpose described in the preceding paragraph and would not necessarily identify all deficiencies in internal control over financial reporting that might be significant deficiencies or material weaknesses. However, as discussed below, we identified certain deficiencies in internal control over financial reporting that we consider to be significant deficiencies.

A control deficiency exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect misstatements on a timely basis. A significant deficiency is a control deficiency, or combination of control deficiencies, that adversely affects the Charter Township of AuSable's ability to initiate, authorize, record, process, or report financial data reliably in accordance with generally accepted accounting principles such that there is more than a remote likelihood that a misstatement of the Charter Township of AuSable's financial statements that is more than inconsequential will not be prevented or detected by the Charter Township of AuSable's internal control. We consider the deficiencies described below to be significant deficiencies in internal control over financial reporting:

#### General Ledger Maintenance and Control

As a result of our risk assessment procedures it was determined that the general ledger for all funds was not being reviewed properly as required by the State of Michigan accounting procedures manual for Local Units of Government and the Michigan Township Association. Cash account activity and balances and water and sewer utility billing activity was reviewed and reconciled back to various bank reconciliations and utility billing and receipt reports. However, general ledger review of the payroll, tax, interfund and other revenue and expenditure activity was not performed throughout the year which resulted in numerous account classification errors and balances. We recommend that the Township Clerk review all general ledger activity, in all funds, to insure proper classification and coding of activity, completeness and that the account balances are materially correct for reporting purposes.

Members of the Township Board Charter Township of AuSable May 15, 2008 Page Two

#### Township Board Reports

The Township Board was not provided with monthly financial reports as required by the State of Michigan Accounting Manual. We recommend that the Township Clerk provide monthly reports to the Township Board, for each fund, that include a balance sheet and profit and loss statements with a budget to actual presentation. These reports will be useful in controlling the budget as well as making other necessary financial decisions.

#### Financial Statement Preparation

The Charter Township of AuSable prepares various financial information throughout the year to assess operations and the financial condition of the Township. However, prior to closing the year end, various entries material to the financial statements were proposed by our firm. Also, the Township relies on our firm to assist in preparing the annual financial report in accordance with Generally Accepted Accounting Principles.

The Charter Township of AuSable has individuals on staff to review that the financial report is accurate and the financial information reflects the recording of the proposed entries, however, not to review and determine that the financial report is a complete presentation in accordance with Generally Accepted Accounting Principles. As a result, the Township is considered to have a significant control deficiency, since reporting errors or omissions could occur in the preparation of the annual financial report that would be departures from Generally Accepted Accounting Principles and the Township would not be in a position to detect the errors or omissions.

A material weakness is a significant deficiency, or combination of significant deficiencies, that results in more than a remote likelihood that a material misstatement of the financial statements will not be prevented or detected by the Charter Township of AuSable's internal control.

Our consideration of the internal control over financial reporting was for the limited purpose described in the first paragraph of this section and would not necessarily identify all deficiencies in the internal control that might be significant deficiencies and, accordingly, would not necessarily disclose all significant deficiencies that are also considered to be material weaknesses. However, we believe the significant deficiencies described above to be material weaknesses.

#### Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Charter Township of AuSable's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

We noted certain other matters that we reported to management of the Township in a separate letter dated May 15, 2008.

View of Responsible Officials and Planned Corrective Actions:

#### General Ledger Maintenance and Control

The Township is implementing procedures immediately for required monthly review by the Township Clerk of all general ledger activity after all month end reconciliations and reports have been prepared.

#### Township Board Reports

The Township Clerk, with assistance from the Township Superintendent, will develop and present financial reports to the Township Board on a monthly basis. These reports will be produced from the current financial software package specifically designed for Governmental units based on the reconciled general ledger activity.

Members of the Township Board Charter Township of AuSable May 15, 2008 Page Three

#### Financial Statement Preparation

The Township has evaluated the cost vs. benefit of establishing internal controls over the preparation of financial statements in accordance with GAAP, and determined that it is in the best interests of the Township to outsource this task to its external auditors, and to carefully review the draft financial statements and notes prior to approving them and accepting responsibility for their content and presentation.

The Township of AuSable's response to the findings identified in our audit is described above. We did not audit the Township of AuSable's response and, accordingly, we express no opinion on it.

This report is intended solely for the information and use of management, the Township Board and the State of Michigan and is not intended to be and should not be used by anyone other than these specified parties.

Stephenson, Grain & Co., P.C.



# Stephenson Gracik & Co., P.C.

Certified Public Accountants & Consultants

Alan J Stephenson, CPA Gerald D Gracik Jr., CPA James J Gracik, CPA E. Thad Gray, CPA Donald W. Brannan, CPA Kyle E Troyer, CPA

Herman A Bertuleit, CPA

May 15, 2008

Members of the Township Board Charter Township of AuSable Iosco County, Michigan

#### Dear Board Members:

We have audited the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Charter Township of AuSable for the year ended December 31, 2007, and have issued our report thereon dated May 15, 2008. Professional standards require that we provide you with the following information related to our audit.

Our Responsibility Under U.S. Generally Accepted Auditing Standards and Government Auditing Standards.

As stated in our engagement letter dated May 2, 2007, our responsibility, as described by professional standards, is to express opinions about whether the financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles. Our audit of the financial statements does not relieve you or management of your responsibilities.

As part of our audit, we considered the internal control of the Charter Township of AuSable. Such considerations were solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal control.

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we performed tests of the Charter Township of AuSable's compliance with certain provisions of laws, regulations, contracts and grants. However, the objective of our tests was not to provide an opinion on compliance with such provisions.

#### Planned Scope and Timing of the Audit

We performed the audit according to the planned scope and timing previously communicated to you in our meeting about planning matters on December 20, 2007.

#### Significant Audit Findings

#### **Qualitative Aspects of Accounting Practice**

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the Charter Township of AuSable are described in Note 1 to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during the year. We noted no transactions entered into by the Charter Township of AuSable during the year for which there is a lack of authoritative guidance or consensus. There are no significant transactions that have been recognized in the financial statements in a different period than when the transaction occurred.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimates affecting the financial statements were:

Management's estimate of the Township's Investment in the Huron Shore Regional Utility Authority and the
related contract's payable to the Authority is based on the Township's annual water usage compared to the total
usage of the Authority as a whole. The investment value and bond debt liability fluctuate's annually based on the
above percentage calculation of annual water usage. We evaluated the key factors and assumptions used to

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develop the investment and the related contracts payable liability in determining that it is reasonable in relation to the financial statements taken as a whole.

Management's estimate of the useful lives of depreciable fixed assets is based on the length of time it is believed
that those assets will provide some economic benefit in the future. We evaluated the key factors and assumptions
used to develop the useful lives of those assets in determining that they are reasonable in relation to the financial
statements taken as a whole.

#### Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

#### Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are trivial, and communicate them to the appropriate level of management. The audit adjustments, which include material misstatements detected as a result of audit procedures, were provided to and corrected by management.

#### **Disagreements with Management**

For purposes of this letter, professional standards define a disagreement with management as a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

#### **Management Representations**

We have requested certain representations from management that are included in the management representation letter dated May 15, 2008.

#### Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the governmental unit's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

#### Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the governmental unit's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

In planning and performing our audit of the financial statements of the Charter Township of AuSable for the year ended December 31, 2007, we considered its internal control in order to determine our auditing procedures for the purpose of expressing our opinion on the financial statements and not to provide assurance on internal control. As a result of our consideration of the internal controls and tests of compliance as described in the third and fourth paragraphs, we offer the following recommendations for consideration.

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#### General Ledger Maintenance and Control

As a result of our risk assessment procedures it was determined that the general ledger for all funds was not being reviewed properly as required by the State of Michigan accounting procedures manual for Local Units of Government and the Michigan Township Association. Cash account activity and balances and water and sewer utility billing activity was reviewed and reconciled back to various bank reconciliations and utility billing and receipt reports. However, general ledger review of the payroll, tax, interfund and other revenue and expenditure activity was not performed throughout the year which resulted in numerous account classification errors and balances. We recommend that the Township Clerk review all general ledger activity, in all funds, to insure proper classification and coding of activity, completeness and that the account balances are materially correct for reporting purposes.

#### Township Board Reports

The Township Board was not provided with monthly financial reports as required by the State of Michigan Accounting Manual. We recommend that the Township Clerk provide monthly reports to the Township Board, for each fund, that include a balance sheet and profit and loss statements with a budget to actual presentation. These reports will be useful in controlling the budget as well as making other necessary financial decisions.

#### Financial Statement Preparation

The Charter Township of AuSable prepares various financial information throughout the year to assess operations and the financial condition of the Township. However, prior to closing the year end, various entries material to the financial statements were proposed by our firm. Also, the Township relies on our firm to assist in preparing the annual financial report in accordance with Generally Accepted Accounting Principles.

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#### Tax Collection Account

During our audit fieldwork, we noted that the tax account was carrying many prior year outstanding receivable and payable balances due from/to various entities as a result of incorrect payment activities in prior years. Also, again this year, we noted numerous mispostings as it related to delinquent property tax collections and payments. We recommend that the Township Treasurer clean up all old outstanding balances in the 2008 fiscal year and that the general ledger be reviewed periodically to help avoid incorrect postings of delinquent property tax activity in the future.

#### Internal Control System and Documentation

As part of our risk assessment procedures, we looked at the Township's internal control system documentation and procedures. We determined that the Township has sound internal control policies and documentation in place for all departments except for the Township Clerk. We were able to conclude that there were good controls implemented in regards to the clerk's responsibilities except for in the general ledger monitoring and internal accounting and reporting areas as required by the State accounting manual. We believe this is a result of the Clerk not possessing a full understanding of the responsibilities required for the position in these areas. We recommend that the Township Clerk obtain the necessary training and education to properly educate her on the Clerk's responsibilities as well as to become more knowledgeable in governmental accounting principles to be able to properly perform the required general ledger monitoring and reporting procedures.

#### **Budget Control**

We noted that the Township's General Fund included expenditures in two functions that exceeded the appropriated amount. We recommend that the Township Board continue to review the adopted budgets on a periodic basis and amend as needed to be in compliance with the Uniform Budgeting and Accounting Act.

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#### Training and Education

We recommend that all Township elected officials and employees continue to attend annual training courses and updates to ensure that they are up to date and properly informed on current regulations, laws, responsibilities and other requirements pertinent to the Township and their specific positions.

#### Accounting and Budgeting Software

The Township implemented a new Accounting and Budgeting Software System in June 2007. This system integrated all aspects of the accounting system into one. The system should improve efficiency of the accounting procedures performed at the Township. The software has the capability to produce the required reports as mentioned earlier as long as they are properly set up. We recommend that Township personnel review the software manuals, as well as utilize the software support offered by the software company, to receive the full benefits the program has to offer.

#### Tax Levy Millage

It was brought to our attention during our audit fieldwork, that there was a miscalculation in the 2006 Senior Citizens tax levy millage amount. Upon further investigation it appears that the 2006 millage rate used exceeded the maximum rate authorized by election due to an error in completing the 2006 Tax Rate Request form L-4029. The error was discovered after the tax roll was established. The 2007 tax levy was adjusted to correct for any overages received on the 2006 levy. We recommend that more care be taken in preparing future L-4029 forms and that all authorized millage amounts be compared back to appropriate documents to avoid future levy calculation errors.

We wish to express our appreciation for the cooperation and courtesies extended our staff by management and employees of the Township.

This information is intended solely for the use of management, the Township Board and the State of Michigan and is not intended to be and should not be used by anyone other than these specified parties.

Stephenson, Grain & Co., P.C.